

Minutes of the Finance Committee

Thursday, October 8, 2009

Chair Haukohl called the meeting to order at 8:30 a.m.

Present: Supervisors Pat Haukohl (Chair), Bill Zaborowski, Pamela Meyer, Steve Wimmer, Jim Heinrich, and Jean Tortomasi. Rob Hutton arrived at 8:46 a.m. and left at 11:35 a.m. Wimmer left at 4:04 p.m.

Also Present: Chief of Staff Mark Mader, Judiciary Committee Chair Bonnie Morris, Business Manager Lyndsay Johnson, District Attorney Brad Schimel, Office Services Coordinator Dani Danielski, Senior Financial Analyst Clara Daniels, Budget Manager Keith Swartz, Medical Examiner Dr. Lynda Biedrzycki, Budget Specialist Linda Witkowski, Sheriff Dan Trawicki, Inspector Steve Marks, Deputy Inspector Eric Severson, Jail Administrator Mike Giese, County Board Supervisor Fritz Ruf, Emergency Preparedness Director Rich Tuma, Training & Operations Manager Sherri Stigler, Emergency Management Coordinator Bill Stolte, Radio Services Administrator Chris Petterson, Public Works Committee Chair Dave Swan, Airport Manager Keith Markano, Airport Operations Assistant Kurt Stanich, Public Works Interim Director Allison Bussler, Architectural Services Manager Dennis Cerreta, Engineering Services Manager Gary Evans, Highway Operations Manager Peter Chladil, Business Manager Betsy Crosswaite, Fleet Manager Bob Rauchle, and Building Operations Manager Mark Keckeisen, Waukesha Metro Transit Director Bob Johnson, and Waukesha Metro Transit Deputy Director Andrew Johnson. Recorded by Mary Pedersen, County Board Office.

Approve Minutes of 9-16-09

MOTION: Tortomasi moved, second by Wimmer to approve the minutes of September 16. Motion carried 6-0.

Chair's Executive Committee Report of 10-5-09

Mader said the Executive Committee, at their last meeting, revisited the capital projects plan although no major changes were made. They also tentatively approved 2010 operating budgets for Federated Library, Community Development Block Grant (CDBG), and UW-Extension.

Schedule Next Meeting Dates

The next Finance Committee meetings are scheduled for October 14, 21, 22, and 26. Meyer said she would not be able to attend on the 14th and Tortomasi cannot attend on the 21st.

Announcements

Tortomasi advised she attended a meeting on affordable housing yesterday. Administration Director Norm Cummings, CDBG Coordinator Glen Lewinski, and County Board Supervisor Fritz Ruf were also in attendance. A group, which she believes includes LaCasa, would like to see the County implement an affordable housing trust. They are hoping for \$2.5 million in seed money. The group brought up the idea of implementing a sales tax. She has concerns about housing trusts and heard most of the money goes toward administration. Haukohl indicated this item will be placed on the committee's future agenda items list.

Hutton arrived at 8:46 a.m.

Discuss and Consider 2010 Operating Budgets for the Following Departments:

Morris advised the Judiciary Committee did not make any additions or corrections to the District Attorney's Office, Sheriff, or Medical Examiner's budgets.

District Attorney

Schimmel discussed the proposed 2010 operating budget for the District Attorney's Office. He noted that they did meet their budget targets. Total revenues and expenditures are each budgeted at \$2,374,351, an increase of \$63,145 or 2.7%, and County tax levy is budgeted at \$1,707,983, an increase of \$23,760 or 1.4% from the adopted 2009 budget. The positions summary showed an increase of 0.05 for a total of 31.62 FTE positions. Schimmel went on to review their objectives, the financial summary, and program highlights and descriptions as outlined in the budget book.

Haukohl spoke in support of the capital project to renovate District Attorney Office space.

MOTION: Tortomasi moved, second by Hutton to tentatively approve the 2010 operating budget for the District Attorney's Office. Motion carried 7-0.

Medical Examiner

Biedrzycki said there are no new initiatives and this is a cost-to-continue budget. She distributed accompanying information for today's budget presentation on the proposed 2010 operating budget for the Medical Examiner's Office. Total 2010 County tax levy is budgeted at \$968,871, an increase of \$8,336 or 0.9%, and both revenues and expenditures are budgeted at \$1,426,954, an increase of \$40,726 or 2.9% from the 2009 adopted budget. The number of positions remains unchanged at 11.12 FTE positions. Biedrzycki went on to review caseload and other statistics, the financial summary, program highlights and descriptions, and strategic outcomes as outlined in her handouts and in the budget book.

MOTION: Heinrich moved, second by Wimmer to tentatively approve the 2010 operating budget for the Medical Examiner's Office. Motion carried 7-0.

Sheriff

Trawicki, Marks, Severson, and Giese were present to discuss the proposed 2010 operating budget for the Sheriff's Department. The total County tax levy is budgeted at \$25,833,938, an increase of \$688,425 or 2.7%, and both revenues and expenditures are budgeted at \$34,154,886, an increase of \$588,461 or 1.8% from the adopted 2009 budget. The positions summary showed a decrease of 2.04 for a total of 350.56 FTE positions. Staff went on to review inmate caseload and other statistics, the financial summaries, program descriptions and highlights, and activities as outlined in the budget book.

Haukohl referred to the Huber counselor position that was proposed to be cut (page 122). She was concerned as to how this would affect Criminal Justice Collaborating Council efforts and that this would likely result in additional funds being spent in the long run. Trawicki agreed. Haukohl said she wanted to revisit this issue and did not think the position should be cut to see if there was any way to save at least a portion of the position.

MOTION: Tortomasi moved, second by Meyer to tentatively approve the 2010 operating budget for the Sheriff's Department. Motion carried 7-0.

Hutton left at 11:35 a.m. and did not return for the remainder of the meeting. The committee recessed at 11:35 and reconvened at 12:30 p.m.

Announcements

Hearing no objections, the Finance Committee meetings of December 2nd and 16th were canceled and a meeting will instead be held on December 9th. This meeting may go into the afternoon. Mader advised that the December 22nd County Board meeting will be moved to December 15th to be in compliance with the County Code. Heinrich was not able to check his calendar so he wasn't sure if he could attend on the 9th and Wimmer said he may have another commitment that day.

It was also announced that ordinances would be taken up at the Thursday, October 22 Finance Committee meeting.

Emergency Preparedness

Tuma, Stolte, Petterson, and Stigler were present to discuss the proposed 2010 operating budget for the Emergency Preparedness Department. Total all funds, revenues are budgeted at \$1,912,025, a decrease of \$96,508 or 4.8%; County tax levy is budgeted at \$4,599,960, an increase of \$203,743 or 4.6%; and expenditures are budgeted at \$6,287,586, an increase of \$96,823 or 1.6% from the adopted 2009 budget. The positions summary showed an increase of 0.49 for a total of 60.09 FTE positions. Staff went on to review their objectives, the financial summaries, program descriptions and highlights, and activities as outlined in the budget book .

MOTION: Wimmer moved, second by Tortomasi to tentatively approve the 2010 operating budget for the Emergency Preparedness Department. Motion carried 6-0.

Airport

Markano and Stanich were present to discuss the proposed 2010 operating budget for the Airport. Both revenues and expenditures are budgeted at \$1,186,244, an increase of \$61,773 or 5.5%, and County tax levy is budgeted at \$192,563, an increase of zero, from the adopted 2009 budget. The positions summary remains unchanged at 3.00 FTE positions. Markano went on to review the financial summary, objectives, and program descriptions and highlights as outlined in the budget book.

MOTION: Heinrich moved, second by Tortomasi to tentatively approve the 2010 operating budget for the Airport. Motion carried 6-0.

Public Works

Bussler and staff were present to discuss the proposed 2010 operating budget for the Public Works Department. Total all funds, revenues are budgeted at \$18,260,454, an increase of \$606,098 or 3.4%; County tax levy is budgeted at \$10,143,974, an increase of \$325,549 or 3.3%; and expenditures are budgeted at \$28,353,636, an increase in \$884,473 or 3.2%, from the adopted 2009 budget. The positions summary showed a decrease of 4.00 for a total of 157.84 FTE positions. Staff went on to review their objectives, the financial summaries, program descriptions and

highlights, and activities as outlined in the budget book. Crosswaite distributed copies of “Salt Expenditures/Revenue Scenarios” which staff also discussed.

Haukohl asked that an explanation as to what the fund balance will be used for, e.g., building improvement plan, traffic signal audit, architectural services, be added to the footnote on page 329.

Wimmer left the meeting at 4:04 p.m.

Crosswaite distributed copies of “Total Annual Routine Maintenance Agreement (RMA)” whereby she and Bussler discussed decreased state services.

Haukohl asked that the \$2 million for equipment be explained in the budget book (page 349).

MOTION: Heinrich moved, second by Tortomasi to tentatively approve the 2010 operating budget for the Public Works Department. Motion carried 5-0.

Future Agenda Items

Discuss the Concept of a Housing Trust Fund with CDBG Coordinator Lewinski (Haukohl)

MOTION: Tortomasi moved, second by Zaborowski to adjourn at 4:39 p.m. Motion carried 5-0.

Respectfully submitted,

Pamela Meyer
Secretary